

CITY OF JEFFERSON
Landmarks Advisory Commission
January 24, 2023
2:00pm

MEMBERS PRESENT: Mark Manning, Linda Baker, Marti Cheek, Patti Ball

MEMBERS ABSENT: None

STAFF PRESENT: Brianna Hutley, City Clerk

VISITORS: None

- I. **MEETING CALL TO ORDER-** Mark Manning called the meeting to order at 2:06pm.
- II. **MINUTES-** Linda Baker moved to approve minutes from the November 15th meeting; Marti Cheek seconded; all approved.

III. OLD BUSINESS-

3.1- Conser House Update- Patti Ball gave an update on the Conser House. The Irrigation system has been installed and they are working with a contractor to put in the benches, bike rack, and trash can. Patti handed out a flyer for the JH & M outline. She also brought up that the museum will be hosting another Chautauqua series Lecture.

3.2- Historic Signage- Mark Manning said that he is working on awarding a few homes Mark brought up that the Parish house on 2nd Street might actually be the Powell house. The group wanted to leave the sign until more research is done to prove it is a Powell house not a Parish house. Patti updated the group on the sign that was installed by Public Works in front of the old Jefferson Review.

3.3- Christmas Parlor Tours- Brianna gave a report on how the Parlor tours did. There were 79 tickets sold and \$9 in donations for a total of \$404. The money from the Christmas Parlor tours is to go into the Rehabilitation grant program the LAC is creating. The group discussed improvements for next time such as yard signs, extended time, and more volunteers. Linda brought up the idea of combining events such as a Bakesale or silent auction. The group also discussed how often they wanted to have this event, Mark and Patti expressed their concerns of not having enough houses to do it every year. They explained that they have enough for two switches so the group discussed the possibility of having it every other year.

IV. NEW BUSINESS-

4.1- 10 Steps to Establish a Local Historic District- Mark Manning discussed the handout about the 10 steps to establishing a local historic district. Brianna brought up her concern regarding a

historic district, as according to a SHPO survey Jefferson did not qualify. Patti explained that the local historic district is determined locally and does not need SHPO approval. The group wanted a map of historic homes in Jefferson, and Marti Cheek agreed to make one and present it at the next meeting. The group agreed to think on the topic and bring it back to the next meeting.

V. **VISITORS-** None

VI. **COMMITTEE COMMENTS-** Patti Ball wanted the subject of grants added to the next agenda. She also wanted Brianna to ask Sarah Cook if a additions to the agenda item could be added to the agenda every month. Linda baker also asked if a finance report item could be added to the agenda and the minutes every month. Mark brought up that the next two scheduled meetings conflicted with his schedule so the group agreed to change the next two meeting dates to February 27 and March 14 at 2:00pm.

VII. **ADJOURNMENT-** Marti Cheek moved to adjourn the meeting; Linda Baker seconded, and all approved. The meeting adjourned at 3:33pm.

MINUTES APPROVED this 29 day of February 2023.


Mark Manning, Chair

ATTEST:

Brianna Hutley, City Clerk